



# Department of Human Resources & Civil Service

## Job Announcement Please Post Conspicuously

Maggie Brooks  
County Executive

Brayton McK. Connard, SPHR  
Director

**TITLE:** FORENSIC ATTENDANT - Part Time

**SALARY:** \$11.40 - \$14.58 per hour

**LOCATION:** Monroe County Department of Public Health - Office of the Medical Examiner's

### **SUMMARY:**

This is an entry level, skilled position in the Office of the Medical Examiner responsible for assisting with the removal, logging, and processing of human remains. The work also involves maintaining and cleaning equipment and the facilities of the Office of the Medical Examiner, as well as answering the office phone to obtain preliminary information. **Employees must be able to move human remains up to a maximum of 150 pounds.** The employee reports directly to and works under the general supervision of a Senior Medical Investigator or other higher level staff member. Does related work as required.

### **MINIMUM QUALIFICATIONS:**

Graduation from high school or possession of an equivalency diploma plus EITHER:

- (A) One (1) year paid full-time or its part-time/volunteer\* equivalent experience in an emergency medical service field such as, but not limited to, an ambulance attendant, firefighter or paramedic; OR,
- (B) Licensed by New York State as a Funeral Director; OR,
- (C) One (1) year paid full-time or its part time/volunteer\* equivalent experience as a health care provider\*\*;  
OR,
- (D) Graduation from a regionally accredited or New York State registered college or university with an Associate's degree in one of the following fields: Criminal Justice, Police Science, Funeral Service, Mortuary Science, or any forensic science field; OR,
- (E) Successful completion of sixty (60) semester credit hours from a regionally accredited or New York State registered college or university with a minimum of nine (9) semester credit hours in biomedical studies, Criminal Justice, Police Science, Funeral Service, Mortuary Science or any forensic science field, OR
- (F) Graduation from a regionally accredited or New York State approved School of Practical Nursing or Registered School of Nursing; OR,
- (G) An equivalent combination of education and experience as defined by the limits of (A), (B), (C), (D), (E), and (F) above.

\*Volunteer experience must be documented by the participating agency and signed by the appointing authority. Employment dates, average number of hours worked per week, and job duties must be included.

\*\*Experience as a health care provider (giving direct medical care) would be a position such as a nurse aide, ambulance crew member, etc.

**SPECIAL REQUIREMENTS:**

Candidates for employment with Monroe County Government will be required to pass a pre-employment drug test, along with a background investigation. Failure to meet the standards may result in disqualification.

If you are appointed, you will be required to possess a valid license to operate a motor vehicle in New York State or otherwise demonstrate your capacity to meet the transportation needs of the position.

**RESIDENCY REQUIREMENT:**

Applicant must be a resident of Monroe County at the time of appointment.

**Send Civil Service Application to:**

MONROE COUNTY DEPARTMENT OF PUBLIC HEALTH  
111 WESTFALL ROAD - HUMAN RESOURCES - RM.752B  
ROCHESTER, NY 14620

**Posting Date:** May 20, 2014

**Posting Deadline:** June 4, 2014